

USING THE RETIREE RETURNING TO WORK REPORT

To complete this form:

1. Fill in the employer and system information requested at the top of this form:
 - The retirement system the retiree is working in (only one system per page)
 - The employer's name
 - The name of the person preparing the form
 - The date the form was mailed to DRS
 - The telephone number of the person who completed the form
 - Page number
2. Complete the retiree information for the transactions you are submitting.
 - Social Security Number
 - Retiree's Name
3. Complete the employment information for the transactions you are submitting.
 - Enter the hire date for the individual in the begin date columns (mmddyy)
 - Enter the termination of employment date for the individual in the end date columns (mmddyy)
 - Put an "x" in the box to the right of the position status that applies to each retiree you are reporting on this form
4. Make a copy of the form for your records.
5. Send the form to DRS at the address given in the lower right corner of this form.

Note: Regarding use of the date fields:

- The appropriate dates and other applicable information should be submitted if an individual moves from an eligible position to an ineligible position or vice versa.
- This information determines when a retiree's monthly benefit will be suspended or when it can resume.

Note: Regarding position status:

- Use the PERS definition for position eligibility when you are reporting retirees in PERS positions.
- Use the TRS Plan 2 definition for position eligibility when you are reporting retirees in TRS positions (including TRS Plan 1 retirees).
- Use the full-time, fully compensated LEOFF definition for position eligibility when you are reporting retirees in LEOFF positions. (If a retiree of LEOFF is hired into a position that is eligible for LEOFF, the retiree should be reported on the Monthly Contribution Transmittal Report and not the Retirees Who Return to Work Report.
- Use the Washington State Patrol Retirement System (WSPRS) definition for position eligibility when you are reporting retirees in WSPRS positions.

Refer to DRS Notice 97-002 for more information or call Employer Support Services at (360) 753-8696 if you have any questions.